

Fire and Rescue Department

LOB #225:

BUSINESS SERVICES BUREAU / PLANNING

Purpose

The Business Services Bureau (BSB) consists of the Support Services Division, Fire Prevention Division, Fiscal Services Division, and Planning Section. Business Services functions are critical to ensuring the Operations Bureau has resources needed to respond to emergency incidents. All areas of oversight by BSB will be further discussed in their own LOB narrative, only the Planning Section will be addressed here.

Description

The BSB LOB includes the Assistant Chief of Business Services, administrative and support staff, and the Planning Section.

The Office of the Assistant Chief also includes a Fire Captain II position as the aide and administrative support.

This section, establishes Bureau priorities, and keeps the division running efficiently and effectively making sure resources are available, paperwork is filed and organized, and ensuring the various divisions have the resources and support they need to perform their jobs successfully.

The Planning Section's Strategic Planner is the principle FRD representative to provide updates to the Fairfax County Comprehensive Plan, and to review all zoning applications and analyze the impact of projected high-density residential and commercial development on delivery of emergency services to protect the lives, property, and environment of our expanding community. As Fairfax County evolves from a suburban community into a densely populated urban county, the Strategic Planner meets regularly with emergency operations staff members and conducts ongoing analysis using FRD operational data, GIS technology and development plans to forecast future demand for fire and rescue services. Increasing population, changing demographics, growth of high density mixed-use development, and more traffic congestion will challenge the department's ability to maintain response times to all emergency incidents. To address this critical challenge, the FRD Planning Section is pursuing multiple strategies such as expanding existing fire stations with additional resources, building infill fire stations in densely-populated urban areas of the county, and implementing emergency vehicle traffic preemption along major travel corridors.

Benefits

The benefit of the BSB is to manage the business operations of the FRD and provide leadership to the organization in order to ensure that field operations have the resources and facilities needed to respond to all emergency and non-emergency calls from the residents, businesses, and visitors in Fairfax County.

Planning Section staff are uniquely qualified with FRD knowledge and expertise to ensure the agency can address the changing environment and meet future service demands by determining how emergency resources can be geographically located to optimize service delivery to the residents, employees, and visitors throughout Fairfax County. Furthermore, the FRD Planning Section develops the agency's Five Year Strategic Plan which provides a measurable and comprehensive roadmap to guide personnel, elected officials, and county residents in improving and maintaining fire, rescue, and emergency medical service delivery as well as to "Prevent the 911 Call". The FRD is a large metropolitan agency that must continue to plan for changing service demands from the more than one million county residents and over 500,000 people who work in the County and /or pass through its boundaries.

Fire and Rescue Department

The Planning Section contributes to exercising corporate stewardship by actively initiating, pursuing, and negotiating developer proffers for Fire and Rescue facilities and critical infrastructure to support future residential and commercial development in Fairfax County. The FRD Planning Section representative is the only voice at the developer negotiation table to advocate for essential Fire and Rescue facilities and resources. As a result, two new fire stations and traffic preemption equipment for many major intersections which will improve response times to emergency incidents have been successfully negotiated. These public safety proffers funded by various developers supplement the county's funding sources that are needed for public safety facilities, resources, and infrastructure to support future growth in Fairfax County.

In support of building livable spaces, the FRD Planning Section coordinates the department's Capital Improvement Program (CIP), oversees design and construction of new fire and rescue stations, and renovation of existing fire and rescue stations to insure the department's operational needs are met. All new stations are constructed to blend with the community in which they are built and to meet Leadership in Energy and Environmental Design (LEED) certification standards. LEED certified buildings save money and resources and have a positive impact on the health of occupants, while promoting renewable, clean energy. The FRD Strategic Planner works with partner agencies to meet these standards while ensuring the facility function meets the operational needs and capacity to maintain superior emergency response over the lifetime of these facilities.

FRD Planning Section's goals are to ensure new and renovated fire stations provide women's facilities to allow all personnel equal opportunities to work at any fire station in the county; and have capacity to add specialized apparatus to keep pace with the changing response environment and meet future demands for emergency services throughout the county. In addition, Planning Section staff leverage their public safety professional network and research best practices to incorporate innovative technologies into fire station design which will improve emergency response times, and provide a healthy and safe environment for responders.

Mandates

This Line of Business is not mandated.

Trends and Challenges

As Fairfax County evolves from a suburban community into a densely populated urban County with rapidly developing business centers, the future demand for fire and rescue services will evolve as well. It is critical that the FRD continues to address the changing operational environment and strategically plan for future increasing demands for services from the expanding community.

A significant challenge for the department is the aging infrastructure throughout Fairfax County. Many fire stations were built in the 1960's-1970's and need to be renovated, expanded, or rebuilt to address current FRD operational requirements and to replace major building systems that have far exceeded their intended life cycles. Fire stations need to be modernized to have flexibility and capacity to add personnel and apparatus to keep pace with the changing response environment and meet future demand for services. Specifically, several fire stations need larger bays to provide space for modern emergency apparatus, additional bunkrooms and locker facilities to accommodate both male and female personnel, and space for station management and operations support functions.

Existing fire stations are located throughout the County based on a suburban model with large response coverage areas for each fire station (station fires due.) Increasing population, rapid growth of high density development and more traffic congestion will challenge FRD's ability to maintain response times to emergency incidents. To address this challenge, the FRD is pursuing multiple strategies such as expanding existing fire stations with additional resources, building infill fire stations in urban areas, and implementing emergency vehicle preemption along major travel corridors of the County.

Fire and Rescue Department

Resources

Category	FY 2014 Actual	FY 2015 Actual	FY 2016 Adopted
LOB #225: Business Services Bureau / Planning			
FUNDING			
<u>Expenditures:</u>			
Compensation	\$547,690	\$560,637	\$481,311
Operating Expenses	37,587	34,592	16,643
Total Expenditures	\$585,277	\$595,229	\$497,954
General Fund Revenue	\$6,000	\$12,550	\$0
Net Cost/(Savings) to General Fund	\$579,277	\$582,679	\$497,954
POSITIONS			
Authorized Positions/Full-Time Equivalents (FTEs)			
<u>Positions:</u>			
Regular	5 / 5	5 / 5	5 / 5
Total Positions	5 / 5	5 / 5	5 / 5

Fire and Rescue Department

Metrics

Metric Indicator	FY 2013 Actual	FY 2014 Actual	FY 2015 Actual	FY 2016 Estimate	FY 2017 Estimate
Percentage of FRD facilities meeting accommodations for a diverse workforce	58%	58%	63%	63%	66%
Percentage of strategic initiatives completed/implemented in the FY2014-FY2018 Strategic Plan	NA	30%	60%	70%	80%

The Fire and Rescue Department delivers fire, rescue, and emergency medical services from 38 fire stations strategically located throughout Fairfax County. Many fire stations were constructed 30-40 years ago and do not meet current and future operational needs such as providing adequate female living space to include bunkrooms, lockers, and bathroom facilities. The department established a goal that fire stations have accommodations for women to meet 50 percent of each station's minimum staffing level to ensure uniform personnel (men and women) have equal opportunities to work at all fire stations in the County.

This metric measures the number of fire stations that currently meet and are anticipated to meet the department's goal which will be achieved through planning and implementation of the County's Capital Improvement Program.

The Fire and Rescue Department developed the FY2014-FY2018 Strategic Plan to provide a comprehensive five year roadmap to maintain and improve the fire, rescue, and emergency medical service delivery to the residents and visitors of Fairfax County. The strategic plan identifies numerous strategic priorities such as "preventing the 911 call", staffing, health and safety, emergency medical services, training, response times and operational readiness, apparatus, equipment and facilities, volunteer initiatives, information technology, community outreach, organizational communications, and Insurance Services Offices (ISO) evaluation. Each of these strategic priorities include specific initiatives to accomplish within a five year period.

A Strategic Plan Scorecard was developed to measure completion and implementation of the 83 strategic initiatives included in the five year plan. The scorecard is updated bi-annually by Division/Section heads and reviewed by the Fire Chief and Senior Staff members. The numbers reflect the percent of strategic initiatives completed and implemented each year.